

Demonstrate Performing a Preventive Maintenance Service (PM)

Skill Number CO-OP15GN116

 Full Name: Fariz Hosen Fachrudin

No ID: _____

 Validation Date: 15 / 07 / 2026

 School: SMKM 1 SINGASARI
PERFORMANCE TASK:

Given an Engine or a Machine, literatures, test gauges and the necessary tools to the student to perform a preventive maintenance service.

The student must be able to complete the following tasks:

- Perform general service procedure for Preventive Maintenance (PM) on an Engine or a Machine correctly and safely with refer to appropriate service literatures.
- Follow the procedures correctly as stated on the Service Manual, in sequence.
- Safety and contamination control procedures are demonstrated all the time.
- Provide SIMS reports and Service Report on time correctly and completely.
- Perform close the job by ensuring all systems or conditions is in the standard condition.
- Perform communication & etiquette manner.

Safety and Contamination Control must be applied to this process. All literatures will be available.

Prerequisite	Yes	No	N/A	Observation / Hints
The student must complete the knowledge assessment. Minimum passing grade 80%.	✓			Score Preventive Maintenance Course or Subject

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Preparation				
Engine or Machine	✓			Make sure engine or machine is in safe condition
Hand Tools	✓			Toolbox and hand tools related to the job
Special Tools	✓			Special tools related to the job
Diagnostic Tools	✓			Diagnostic tools related to the job
Measuring Tools	✓			Measuring tools related to the job
Service Literatures	✓			Service Manual, Part Manual,

			OMM, One Safe Source, etc.
Safety and Contamination Control equipment's	✓		LOTO, JSA Form, Absorbent Pad, Blue Towel, etc.

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Perform etiquette/manner when starting the job				
Meet the customer / assessor	✓			
Perform etiquette/manner when opening the interaction.	✓			• Perform smile & greetings. • Introduce Student's identity
Explain the purpose of Student's activity.	✓			
Ask permission to perform the job.	✓			

Tasks	Completed		Observation / Hints
	Yes	No	
Visual Inspection and Engine or Machine Start-up			
Completed JSA Form	✓		Completed JSA Form Correctly
Before Starting Engine or Machine	✓		• Ensure the machine or engine in a safe condition and in level surfaces. • Ensure the area clear from other personnel. • Put LOTO & walk around inspection. • Check all fluid level and inspect for leakage, etc. • Maintain three points contact with the machine when getting on and off
Engine Starting	✓		• If machine is already tagged out, DO NOT start. • Inspect for leakage. • Monitoring all parameters. • Move all control to HOLD position. (If equipped) • Put transmission control in NEUTRAL. (If equipped) • Apply parking brake. (If equipped)
Before operation	✓		• No other personnel on or around area of machine. The area free of obstacle.

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Preventive Maintenance Service on Engine or Machine				
PM 250				Referring to the list of PM activities on engine or machine used for practice.
PM 500	✓			
PM 1000				
PM 2000				

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Perform close the job by ensuring all systems or conditions is in the standard condition				
Ensure all systems or conditions are in standard condition.	✓			- Find the improper condition. - Communicate the finding to the customer/assessor.

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Reporting				
PM Result Report	✓			Attach PM result report as evidence.
All relevant documentation completed correctly and approved by customer (if required).	✓			• Completing the PM Task List • Completing Measurement Form/Related Check Sheet, if required. • Create Service Report (SIMS) • Create SPR, if required • Documenting the failed or damaged parts, if required • Provide Technical Analysis Report/Failure Analysis Report , if required.

Tasks	Complete		Observation / Hints
	Yes	No	
Safety			
Using APD related to the job	✓		
Follows relevant workplace safety guidelines (tag out, safety equipment)	✓		• Comply with safety regulation that applied on the workplace
State and follow safety precautions	✓		• Create Job Safety Analysis • Student must follow safety procedure refer to service manual or SIS related to job
Serviceman completes job without accident due to incorrect procedure using hand tools.	✓		• Correct working position. • Correct hand tool related to the job
Tasks completed without damage equipment and tools	✓		

Tasks	Complete		Observation / Hints
	Yes	No	
Contamination Control			
Environmental Practices &Housekeeping	✓		1. Waste is minimized, waste material, including sludge; solids and other wastes are sorted and stored in bins for recycling or disposal 2. Packaging of goods received is sorted and reused or disposed of by recycling 3. Materials that can be reused are cleaned and stored 4. Waste and scrap are removed following workplace procedures 5. All fluids are disposed of in accordance with enterprise policies and procedures

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Perform etiquette/manner after completing the job				
Perform etiquette/manner when closing the communication.	✓			• Perform smile & greetings. • Ask permission to leave or end the interaction.

General Comments

RESULT:

COMPETENT



NOT YET COMPETENT

(please



check (✓))

Student:

Fuiz Hasan Fachrudin
Name

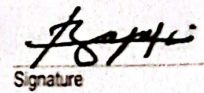
15/07/2026
Date


Signature

Assessor:

RIYUNG PERINDRA
Name

JULY 15, 2026
Date


Signature

Supervisor:

Name

Date

Signature

Data Recorded:

Name

Date

Signature